

**Shasta Head Start
BOD Meeting Minutes
In Person & Zoom Meeting
September 26, 2024**

Time Convened: 4:33 pm

Meeting Adjourned: 5:15 pm

Attendees:

<p>BOD Present: Bill Jostock</p> <p>On Zoom: Linda Cole Amanda Keefer</p>	<p>BOD Absent: Wendy Dickens Eddie Shanks Jeanne Veich Tyson Casper</p>	<p>Shasta Head Start Staff: Gordon Chatham Tracey Verra</p> <p>Absent:</p>
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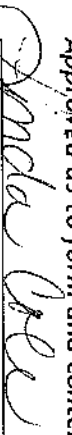
Action Items:

<ul style="list-style-type: none"> • Minutes • Personnel Report Approvals • Tracey Vierra Bank Signing Authority 	<ul style="list-style-type: none"> • Director Authority to Sign Contracts • Audit Results for FYE 2023 • Adjourn
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AGENDA ITEM/TOPIC	DISCUSSION/SUMMARY
<p>1. Introductions & Brief Announcements</p>	<p>The meeting was called to order by Linda at 4:33pm. No quorum. Postpone action items. Jeanne is leaving the Board due to conflict of interest.</p>
<p>2. Minutes</p>	<p>Postponed to next meeting. No Quorum</p>
<p>3. Director's Report</p>	<p>Gordon presented the Director's Report. Full enrollment. 100 on waitlist for EHS. Fully staffed. Adding subs due to staff absences. Signed 22 yr lease for Weed preschool wing to be done early spring. In-service coming Oct 18, 2024. Standards have been updated by office of HS. Staged so it all isn't effective at once.</p>

4.	Attendance/Monthly Progress Report	Amanda presented the attendance + monthly progress report. All classrooms have started. Jump in completion in screenings. Doing more partnership to get dental screenings on-site, and earlier in the year. Partnership with UCSF for hearing screenings. Lion's club for vision screenings. Disability numbers are high. Attendance is looking good. Most are hitting 85% or above. EHS is looking better.
5.	Fiscal Report	Tracey presented the fiscal report. Reviewed documents regarding incoming VS outgoing. Some of documents reflect as if the bonus was taken out. Reviewed credit card and bank statements Recently replaced the AC and ducting in SLC center. Purchased a new maintenance van and 5 Subarus and traded in 9 older cars. Play structures for SLC center was purchased. Some funds can be used for category 2 servers. Linda asked about breakfast lunch and snacks section. Amanda said we only do a PM snack, no AM snack. We recently did a 401K audit. Everything turned out good. Starting our annual audit in mid-October.
	Personnel Report	Postponed to next meeting. No quorum
7.	PC Report	Tyson was not present to present information.
8.	Tracey Vierra Bank Signing Authority	Postponed to next meeting. No quorum
9.	Director Authority to Sign Contracts	Postponed to next meeting. No quorum
10.	Review Board Member Applications	Gordon presented the board applications. Asked applicants to attend next month's meeting and vote them in in October. Questions can be asked when they are here and then vote. Gordon will check references before the next meeting.
11.	Audit Results for FYE 2024	Postponed to next meeting. No quorum
12.	Adjourn	No Adjournment. No quorum.

Approved as to form and content:


Linda Cole, Board of Directors Chair